

DUTY STATEMENT

DEPARTMENT OF STATE HOSPITALS - PATTON

JOB CLASSIFICATION: PSYCHIATRIC TECHNICIAN (FORENSIC) Recovery Lifestyle Program

1. MAJOR TASKS, DUTIES, AND RESPONSIBILITIES

Under the supervision of the Program Assistant, in a state hospital, to provide a basic level of general behavioral and psychiatric nursing care to mentally disordered patients, to maintain order and supervise the conduct of patients, to protect and maintain the safety of persons and property, to facilitate the rehabilitation of patients, and to work with other disciplines as part of the team to participate in and provide the overall psychiatric treatment program.

10 %

PROVISION OF CARE

Provides a basic level of general and psychiatric nursing care to mentally ill and emotionally disturbed patients commensurate with the age and culture of the patients served.

- Supervises and provides patient groups and activities as outlined in the nursing care plan and the treatment plan.
- Provides, structures, and maintains a therapeutic milieu in collaboration with the patients and other staff.
- Uses therapeutic interventions and modalities to assist patients to regain or improve their adaptive skills and decrease maladaptive behavior.
- Applies mental health principles in establishing effective therapeutic relationships with patients.
- Motivates and assists patients to develop self-reliance in activities of daily living.
- Assures that patient's rights are protected and promptly reports any violation of patient's rights.
- Assures that patients are protected from abuse, either overtly or covertly, and is alert for employee/patient involvement and promptly reports any adverse or suspected behavior.

EMERGENCY RESPONSE AND PROVISION OF EMERGENCY CARE

Demonstrates and exercises skill in identification of and response to emergency situations.

- Is aware of unit and hospital emergency-care equipment and techniques.
- Takes appropriate action in emergency situations.
- **Maintains current CPR and TSI certifications.**
- Responds to all emergency alarms in the assigned response area.
- Understands the role in the hospital's and the area's disaster plan.

MEDICATION ADMINISTRATION AND TREATMENT

Within the scope of licensure and certification, performs nursing procedures such as administering medications, performing treatments, and transcription of orders.

- Performs such duties as blood glucose monitoring, enemas, vital signs, etc.

OBSERVATION AND DOCUMENTATION

Observes and documents signs, symptoms, behavior and patient response to medications and nursing care per DSH-Patton's policies and procedures.

- Enters as part of the patients' permanent record, progress notes summarizing health status and progress or lack of progress in attainment of the nursing care plan/psychiatric treatment plan interventions/modalities.
- Observes patients' condition and behavior, noting changes in the interdisciplinary notes.
- Reports significant changes in behavior or health status to the Registered Nurse, Shift Lead, or other appropriate staff.

INFECTION/DISEASE CONTROL

Follows established nursing procedures and infection control policies to promote infection control.

- Maintains infection control.
- Participates in area environmental inspections and maintains a clean and safe environment.
- Identifies infection/disease control educational needs of the patient and teaches basic infection control concepts.

NURSING ASSESSMENT ACTIVITIES

Provides appropriate medical and psychiatric observations as clinically indicated.

- Observes patients and provide input to the registered nurse for the nursing assessment.
- Observes patients and provide input to the registered nurse to update patient acuity and behavioral subsystem as clinically indicated.
- Collaborates with members of the nursing team in the development and implementation of the nursing care plan interventions.
- Follows the nursing care plan interventions to assist the patient regain or improve adaptive skills and decrease maladaptive behaviors.
- Provides the Registered Nurse with information pertinent to the patients' response to nursing care plan interventions.

SAFETY/SECURITY

Adheres to all policies and procedures concerning health and safety of the environment and protection of patients and staff from physical and environmental hazards.

- Performs custody tasks, which include escorting patients in the facility and in the community.
- Conducts searches for drugs, contraband, and weapons.
- Inspects facility to identify security breaches that could lead to an escape.
- Observes and competently intervenes in patient behaviors that may injure people, damage property, or signal impending escape attempts.
- Participates in safety and security inspections.

90%

SITE SPECIFIC TASKS

- **Provides RLP group treatment for patients of various stages of change and cognitive abilities, utilizing a strength-based treatment perspective to engage each patient at their level of understanding.**
- **Knowledge and Understanding of 12 Step Program and Dual Diagnosis as it relates to Patton population.**
- **Evaluates the suitability of a patient's enrollment in RLP programming and conducts placement assessments to determine the appropriate level of RLP treatment for patients.**
- Provides individual substance recovery counseling and support to patients on assigned caseload, encouraging patient adherence to RLP Guidelines.
- Documents treatment progress within RLP following formats provided and in keeping with expected timeline for patients on assigned caseload as outlined in the RLP Manual.
- Provides crisis intervention for RLP patients in collaboration with treatment teams and unit staff.
- **Utilizes effective written and verbal communication skills to communicate with treatment teams, unit staff, program management, and discipline seniors on matters related to patient treatment within RLP.**
- Participates in substance recovery treatment curriculum development, evaluation, and outcome measures consistent with evidence-based practices.
- Remains current with substance recovery treatment and issues that reflects the standard of practice within the community.
- Participates in data collection (pre-post measures, satisfaction surveys, documentation audits, etc.).
- Maintains appropriate, professional relationships with RLP team members, supervisors, other personnel within Enhancement Services, treatment teams, program management, and staff from other departments and programs of the hospital.

- **Utilizes technology via computer, Outlook, WORD, Excel, etc. to maximize work effort and seeks to improve technology skills as needed.**
- Provides coverage as needed.
- Participates in RLP, department, and other hospital meetings and activities as assigned.
- Follows all safety/security protocols of Enhancement Services
- Completes other duties as assigned.

2. SUPERVISION RECEIVED

Under the administrative direction of the Program Assistant.

3. SUPERVISION EXERCISED

None

4. KNOWLEDGE AND ABILITIES

KNOWLEDGE OF: Fundamentals of nursing care; general behavioral and psychiatric procedures; client/patient behavior and mental health principles and techniques involved in the care and treatment of individuals or groups of mentally disordered clients/patients; custody procedures; public and property protection policies; current first aid methods; medical terminology; pharmacology; cardiopulmonary resuscitation; management of assaultive behavior techniques; hospital procedures.

ABILITY TO: Learn and apply sound judgment for situations including the protection of persons and property; apply basic nursing knowledge, skills and attitudes; establish effective therapeutic relationships with mentally disordered clients/patients; recognize symptoms requiring medical or psychiatric attention; think and act quickly in emergencies; work with a treatment team to provide occupational, recreational, vocational, and educational therapy programs for clients/patients; follow directions; keep appropriate records; develop clear and concise reports of incidents; analyze situations accurately and take effective action.

5. REQUIRED COMPETENCIES

INFECTION CONTROL

Applies knowledge of correct methods for controlling the spread of pathogens appropriate to job class and assignment.

SAFETY

Actively supports a safe and hazard free workplace through practice of personal safety and vigilance in the identification of safe or security hazards.

CPR

Maintains current certification.

AGE SPECIFIC

Provides services commensurate with age of patients / clients being served. Demonstrates knowledge of growth and development of the following age categories:

☒ Young Adult(18-29) ☒ Early Adult(30-50) ☒ Late Adult(51-79) ☒ Geriatric(80+)

THERAPEUTIC STRATEGIC INTERVENTION

Demonstrates correct knowledge of policy and criteria. Applies and demonstrates current methods of TSI.

RESTRAINT/SECLUSION

Demonstrates knowledge of criteria and appropriately uses, applies, and removes restraint and/or seclusion.

CULTURAL AWARENESS

Demonstrates awareness to multicultural issues in the workplace, which enable the employee to work effectively.

SITE SPECIFIC COMPETENCIES: Ability to demonstrate knowledge and apply group treatment for adult forensic patients requiring independent functioning and behavioral self-regulation within the meaning of PC1026, WIC6300, PC2972, PC1610, PC2684 and PC 5358 in a co-ed setting to improve mental health and to reduce the risk of re-offense.

TECHNICAL PROFICIENCY (SITE SPECIFIC): Knowledge and competencies on the principles of substance recovery treatment.

6. LICENSE OR CERTIFICATION

It is the employee's responsibility to maintain a license, credential, or required registration pertinent to their classification on a current basis. Any failure to do so may result in termination from Civil Service. Employees in this classification must:

- Possess a valid license to practice as a Psychiatric Technician issued by the California Board of Vocational Nurse and Psychiatric Technician examiners.

7. TRAINING - Training Category = Discipline Specific: PT

The employee is required to keep current with the completion of all required training.

8. WORKING CONDITIONS

EMPLOYEE IS REQUIRED TO:

- Report to work on time and follow procedures for reporting absences;
- Maintain a professional appearance;
- Appropriately maintain cooperative, professional, and effective interaction with employees, patients, and the public;
- Comply with hospital policies and procedures.

Duty Statement – PT, RLP

The employee is required to work any shift and schedule in a variety of settings throughout the hospital as determined by the operational needs of the hospital. All employees are required to have an annual health review and repeat health reviews whenever necessary to ascertain that they are free from symptoms indicating the presence of infection and are able to safely perform their essential job duties.

Employee Signature

Print Name

Date

Kristen Rishler, PA

Supervisor Signature

Kristen Rishler, PA

Print Name

Date

Jacqueline Doss-Haynes, PD

Reviewing Supervisor Signature

Jacqueline Doss-Haynes

Print Name

Date